

**DETERMINATION AND FINDINGS**  
**FOR**  
**SOLE SOURCE EXTENSION PROCUREMENT**

**Agency:** Department of Behavioral Health  
**Contract No.:** RM-13-RFP-097-CSB-002-BY4-SC  
**Caption:** Psychiatric Residential Crisis Stabilization Bed Services  
**Contractor:** Woodley House, Inc.

**FINDINGS**

**1. AUTHORIZATION:**

D.C. Code § 2-354.04; DCMR § 1304, 1700, 1701, and 2005.2(b)

**2. MINIMUM NEED:**

The Department of Behavioral Health has a continuing need to provide Psychiatric Residential Crisis Stabilization Bed Services to consumers 18 year of age and over that are in enrolled in the District of Columbia's Public Mental Health System.

The District's adult Consumers have a need for the continuation of mental health services that provide critical stabilization for a Consumer who is experiencing a temporary crisis in order to maintain or continue positive outcomes for their mental health treatment needs. An interruption in the services currently being provided can have immediate or long term effects on the Consumer's mental health and welfare. The period of performance will be January 1, 2018 through March 31, 2018.

**3. ESTIMATED FAIR AND REASONABLE PRICE:**

The estimated fair and reasonable is \$250,340.68 based on Option Year 4 pricing. Facts that justify a Sole Source Extension are the rates that have been previously determined fair and reasonable based on current monthly rates paid by the District for the same or similar services.

**4. FACTS THAT JUSTIFY A SOLE SOURCE EXTENSION PROCUREMENT:**

Woodley House, Inc. has been providing Psychiatric Residential Crisis Stabilization Bed Services to the Department of Behavioral Health for over four (4) years. Woodley House, Inc. has demonstrated that it is responsible in its performance during the base and previously awarded option years. The Psychiatric Residential Crisis Stabilization Bed Services' Contract will expire on December 31, 2017. A Request for Qualifications Solicitation shall be issued in January 2018 to support multiple human care agreement award actions. The new procurements will have a base with four one year options.

The extension also supports timelines in event one or more existing providers of this services is unsuccessful during the new procurement process. A Consumer should not abruptly be transferred from one Provider to another as the most humane and clinically appropriate transition and supports must be in place. The Department of Behavioral Health and the

Contracting Officer has determined that the Contractor is capable, qualified and responsible in order to be able to continue providing these critical services with minimal risk.

Failure to extend the Contract will prevent the District from providing these critical Psychiatric Residential Crisis Stabilization Bed Services to individuals in need of crisis stabilization as a diversion from Acute Psychiatric Inpatient Treatment, therefore a three (3) month extension is necessary to continue the current services.

The District hereby determines that these services are critical to the Department of Behavioral Health and it is in the best interest of the District to extend the term beyond the total term specified in the Contract in order to continually provide Psychiatric Residential Crisis Stabilization Bed Services to consumers 18 year of age and over that are in enrolled in the District of Columbia's Public Mental Health System.

**5. CERTIFICATION BY THE AGENCY HEAD:**

I hereby certify that the above findings are true, correct, and complete.

\_\_\_\_\_  
Tanya A. Royster, MD  
Director  
Department of Behavioral Health

\_\_\_\_\_  
Date

**6. CERTIFICATION BY CONTRACT SPECIALIST:**

I hereby certify that the above finds are true and correct to the best of my knowledge. Further, I certify that the notice on intent to award a sole source contract was published in accordance with 27 DCMR 1304 and that no response was received.

\_\_\_\_\_  
Jeanne Mirabile, CPPB  
Contract Specialist

\_\_\_\_\_  
Date

**DETERMINATION**

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive bidding process under either Section 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code § 2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the Sole Source method of procurement.

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Margaret Desper, CPPB  
Contracting Officer  
Office of Contracting and Procurement

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Date